

**Attachment D—Conflict of Interest Code, Clean Copy**

**CONFLICT OF INTEREST CODE**

**OF THE**

**SANTA BARBARA**

**UNIFIED SCHOOL DISTRICT**

# CONFLICT OF INTEREST CODE OF THE SANTA BARBARA UNIFIED SCHOOL DISTRICT

(Amended March 16, 2021)

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. § 18730) that contains the terms of a standard conflict of interest code which can be incorporated by reference in an agency's code. After public notice and hearing Section 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730 and the attached Appendix designating positions, and establishing disclosure categories, shall constitute the conflict of interest code of the **Santa Barbara Unified School District** (the "**District**").

All officials and designated positions required to submit a statement of economic interests shall file their statements with the Administrative Assistant as the District's Filing Officer. The Administrative Assistant shall make and retain a copy of all statements filed by Members of the Board of Education, Superintendent and Deputy Superintendent of Business Services, and forward the originals of such statements to the Clerk of the Board of Supervisors of the County of Santa Barbara. The Administrative Assistant shall retain the originals of the statements of all other officials and designated positions and will make all retained statements available for public inspection and reproduction during regular business hours (Gov. Code § 81008).

# APPENDIX

CONFLICT OF INTEREST CODE  
OF THE  
SANTA BARBARA UNIFIED SCHOOL DISTRICT  
(Amended March 16, 2021)<sup>1</sup>

## PART "A"

### OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18700.3, are NOT subject to the Districts' Code, but must file disclosure statements under Government Code § 87200 et seq. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments<sup>2</sup>:

Members of the Board of Education

Superintendent

Assistant Superintendent, Business Services

Financial Consultants

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<sup>1</sup> Titles revised and updated November 2020.

<sup>2</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

**DESIGNATED POSITIONS**

**GOVERNED BY THE CONFLICT OF INTEREST CODE**

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Administrator, Safety, Welfare & Attendance	5
Assistant Principal (ALL)	5
Assistant Superintendent, Elementary Education	5
Assistant Superintendent, Human Resources	5
Assistant Superintendent, Secondary Education	5
Assistant Superintendent, Special Education	5
Assistant Superintendent, Student Services	5
Budget Manager	5
Buyer	4
Chief Education Technology Officer	5
Communications Manager	5
Coordinator II, Visual & Performing Arts Coordinator	5
Coordinator, After School & Expanded Learning Programs	5
Coordinator, Certificated Personnel	5
Coordinator, Child Development	5
Coordinator, Classified Personnel	5
Coordinator, College and Career Readiness	5
Coordinator, Elementary Title I Prog. Improvement	5
Coordinator, Purchasing	4
Director, Educational Technology Services	5

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<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Director, Elementary Education	5
Director, Facilities & Modernization	2, 3, 5
Director, Fiscal Services	4
Director, Food Service	5
Director, Secondary Education	5
Director, Special Education	5
Executive Director, Diversity, Equity & Family Engagement	5
Executive Director, Human Resources	5
Facilities Supervisor	5
Food Service Operations Manager	5
General Counsel	1, 2
HR Benefits Coordinator	5
Internal Auditor	5
Principal (ALL)	5
Program Director, Child Development & After School Programs	5
Project Manager (ALL)	5
Purchasing Technician	4
Supervisor, Computer Technology	5
Supervisor, Information Services	5
Supervisor, Maintenance & Operations	5
TIP Administrator	5

DESIGNATED POSITIONS'  
TITLE OR FUNCTION

DISCLOSURE CATEGORIES  
ASSIGNED

**MEMBERS OF BOARDS,**  
**COMMITTEES AND COMMISSIONS**

Bond Oversight Committee	1, 2
Citizens Parcel Tax Committee	1, 2

Consultants and New Positions<sup>3</sup>

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<sup>3</sup> Individuals serving as a consultant as defined in FPPC Reg 18700.3 or in a new position created since this Code was later amended that makes or participates in making decisions must file under the broadest disclosure requirements set forth in this Code subject to the following limitation:

The Superintendent may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code § 82019; FPPC Regs 18219 and 18734.) The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code § 81008.)

## PART "B"

### DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic investments that the designated position must disclose for each disclosure category to which he or she is assigned.<sup>4</sup> "Investment" means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the District.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, located in, that do business in or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit, or division.

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<sup>4</sup> This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)